

**STATE OF HAWAII**  
**REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS**

**TO:** The Honorable Aaron Fujioka, Chief Procurement Officer

**FROM:** Bruce S. Anderson, Ph.D., M.P.H.

Director of Health

(Department/Division/Agency)

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

**Description of health and human services:**

The Department of Health's Child and Adolescent Mental Health Division requests consideration for exemption to extend its current contract with Helping Hands Hawaii (HHH) for Emergency Mental Health Services for children, youth and families for the islands of Oahu and Hawaii. The specific services are 1) twenty-four (24) hour crisis telephone stabilization; 2) mobile crisis outreach services; and 3) crisis stabilization services.

This request is determined to be necessary due to no response or proposal submissions for emergency mental health services for the islands of Oahu and Hawaii under the RFP HTH 460-02-02 issued on March 4, 2002; and only one respondent to the subsequent RFP HTH 460-02-04 issued on May 22, 2002. Currently, Helping Hands Hawaii provides these emergency mental health services on Oahu and Hawaii; and the agreement between the DOH and Helping Hands has been extended from July 1, 2002 through August 31, 2002 under provisions granted by an exemption from the Chief Procurement Officer (see P.E.H. 02-10).

Name of Service Provider  
Helping Hands Hawaii

Cost:  
Unit Rate  
  
\$50,000

Term of Contract:  
From: September 1, 2002  
  
To: September 30, 2002 (or  
sooner)

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: Helping Hands Hawaii has been providing emergency mental health services as part of the Hawaii System of Care since 1997; and will continue to provide these services at unit price costs agreed upon in 1999. To the best of its knowledge, the DOH-CAMHD attests that it does not know of another agency that can provide these services by October 1, 2002 at or below the current unit rates.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

The purpose of this request is to provide for continuity of services until a provider can be selected through the competitive or restrictive method of procurement.

The CAMHD issued a RFP for these services on May 22, 2002 to ensure maximum fair and open competition. HHH submitted a proposal application for Oahu and Hawaii Community Health Service (HCHS), a subsidiary of HHH, submitted a proposal application for Hawaii County. The proposal applications were evaluated according to the criteria set forth in the RFP. The rates proposed by the HHH and HCHS for two of the three levels of care were rates that require additional negotiation with the applicants. The CAMHD entered into negotiation with HHH and HCHS and it was determined that

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HHH and HCHS will need additional time to formulate a new budget and rate proposal based on the negotiation meeting. The applicants did state a commitment to continue working with the CAMHD on arriving at a proposal that is the most advantageous for the State in light of being the only applicants. CAMHD did put forth the procurement options and procedures that may be employed in this situation (i.e. restrictive method of procurement). The applicants offered to continue to provide services until the termination date (September 30, 2002) of their Agreement with the Adult Mental Health Division in order to allow for the continuation of emergency mental health services while the CAMHD seeks the most advantageous proposal for this service. The applicants requested additional time for an opportunity to return to negotiations with a new budget proposal. Given the level of care and the lack of providers, the CAMHD does feel the request for additional time is reasonable.

Furthermore, the additional time will allow the CAMHD to develop a plan to address the continuation of services should the negotiations fail to yield an acceptable proposal.

A description of the state agency's internal controls and approval requirements for the exempted procurement: This is a service mandated under the Felix Consent Decree. Service provision is guided by CAMHD Clinical Standards and subject to fiscal and performance management monitoring as established and implemented currently by the CAMHD.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:


Bruce S. Anderson, Director of Health  
Anita L. Swanson, Deputy Director for Behavioral Health  
Christina M. Donkervoet, Chief, Child and Adolescent Mental Health Division  
Alfred Arensdorf, CAMHD Medical Director  
Bruce Chorpita, Clinical Director  
Douglas Miller, Assistant Chief  
Mary Brogan, Performance Manager  
Carol Matsuoka, Contracts Supervisor  
Nona Meyers, Contracts Specialist

Direct questions to:  
Carol Matsuoka

Phone Number:  
733-9857

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.

 1/26/02  
Department/Agency Head Date

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied

 8/2/02  
Chief Procurement Officer Date

cc: Administrator  
State Procurement Office

P.E.H. Number 03-06



BENJAMIN J. CAYETANO  
GOVERNOR OF HAWAII



BRUCE S. ANDERSON, PhD., M.P.H.  
DIRECTOR OF HEALTH

**STATE OF HAWAII**  
DEPARTMENT OF HEALTH  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
3627 KILAUEA AVENUE, ROOM 101  
HONOLULU, HAWAII 96816

In reply, please refer to:  
File:

August 2, 2002

TO: Mara Smith, 103F Manager  
State Procurement Office

FROM: Carol Matsuoka, Contracts  
Child and Adolescent Mental Health Division

SUBJECT: **Additional Information for Exemption Request for CAMHD  
Emergency Mental Health Services for Oahu and Hawaii Counties**

Based on historical expenditure data, the projected cost of the contract extension with Helping Hands Hawaii and its subsidiary is approximately \$50,000.00 for Oahu and Hawaii Counties combined. Our exemption request is to extend the contract for an additional month (September 2002). Therefore, our cost estimate is based on September 2001 expenditures.

Your consideration of our request is greatly appreciated.